

State of Alabama
Personnel Department
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www.personnel.alabama.gov

Continuous Announcement

FORESTRY DIVISION DIRECTOR – 70442

Salary: \$64,077.60 - \$97,766.40
Announcement Date: July 30, 2014

JOB INFORMATION

The Forestry Division Director is a permanent full-time position with the Alabama Forestry Commission. Positions are located throughout the state. This is highly responsible administrative and professional work serving as a division director in the field of forestry.

MINIMUM REQUIREMENTS

- Graduation from an accredited* four-year college or university, which holds an additional accreditation by the Society of American Foresters, with a Bachelor's degree in Forestry, Forest Management, or a closely related field.
- Eight (8) years of responsible administrative experience in forest management, or wildland fire mitigation or suppression and five (5) years of supervisory experience in program management and operations.
- For the **promotional** register, applicants must have current permanent status as a Forestry Assistant Division Director, Forestry Management Specialist, Forestry Program Specialist, or Forestry Work Unit Manager.

ADDITIONAL REQUIREMENTS

- After the first two years of employment, you must become a Registered Forester by applying for, taking, and successfully passing the examination offered by the Alabama State Board of Registration for Foresters.
- Applicants must possess a valid Alabama driver's license at the time of appointment.

NOTE

- Applicants must list supervisory responsibilities on their application. Supervisory responsibilities include but are not limited to assigning work, delegating work, developing work schedules, conducting employee counseling sessions, and evaluating performance of employees.

EXAMINATION

- **Open-Competitive** to all applicants and **Promotional** to current state employees with permanent status in one of the job classifications listed above
- An Evaluation of **Training and Experience** as shown on application will comprise 95% of the applicant's final score for the promotional register, with the remaining 5% being based on the average of the applicant's service ratings for the last three years. Scores from the Evaluation of **Training and Experience** will comprise 100% of the final score for the open-competitive register.

HOW TO APPLY

- Complete an Application for Examination Form available at www.personnel.alabama.gov, the above address, or any Alabama Career Center Office.
- Apply by mail or by fax. *Applications will be accepted until further notice.* The State Personnel Department is not responsible for late receipt of applications due to mail service or faxing malfunctions.

Veteran's credits are NOT allowed on promotional examinations.

THE STATE OF ALABAMA IS AN EQUAL OPPORTUNITY EMPLOYER

*Please refer to the back of this announcement for complete information on State Personnel's policy for accepting post-secondary and advanced degrees.

Except for pretest information provided by State Personnel to all applicants, you should not directly or indirectly obtain information about examinations. If you do, the State Personnel Director may do several things. One, you may not be given an examination. Two, you may be disqualified after an examination. Three, your name may be removed from a register. Or four, your name may not be certified from the register. (Rules of the State Personnel Board, Chapter 670-x-9). According to the Code of Alabama, 36-26-47, a willful violation of exam security is a misdemeanor. Any person who is convicted of this type of misdemeanor will not get a state job. If they are officers or employees of the state, they will be required to forfeit their office or position for five years.

If you know of anyone who has violated this policy, you should contact the Examination Manager at the State Personnel Department.

Applicants hired by the State of Alabama on or after January 1, 2012 will be subject to the E-Verify process pursuant to Act No. 2011-535.

State of Alabama Personnel Department Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, post graduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States. These associations are listed below.

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASC-CIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program. For example, if a regionally accredited school accepts an applicant's bachelor's degree for admittance into a graduate degree program, State Personnel will accept the degree. In the case of required college coursework (but no degree requirement), State Personnel will accept the college coursework if a regionally accredited school accepts the coursework towards a post-secondary degree (e.g., a bachelor's degree). **This must be documented by a letter of acceptance from the regionally accredited school.** State Personnel will review such requests on a case-by-case basis.

Note: This policy is subject to change. Certain state agencies may have additional requirements.